

SL 2014-120 Report Northampton County Health Department

Part 1A: On-site Water Protection Branch: Standardize Certain Regulatory Review Procedures

Background: Northampton County Environmental Health receives applications for various on-site wastewater functions, including, but not necessarily limited to septic system inspections, lot evaluations, and system repair evaluations. Large system evaluations and unsuitable lot re-evaluations are the primary examples of engineer reviews.

- I. Large System Evaluations (3000 GPD or greater) and Industrial Process Wastewater System Evaluations.
 - a. Receive application.
 - b. Assign Staff.
 - c. Notify State regarding need to review, and convey materials to State.
 - d. Assist State with processes outlined in Part 1A, Section I of State Report.
- II. Design plans and specifications pursuant to Rule. 1938(f).
 - a. Receive application.
 - b. File a Request for review describing which elements of the Submittal the State should review.
 - c. Convey Regulatory Submittal and request to review to the State.
 - d. Assist the State with processes outlined in Part 1A, Section I.B of the State Report.
- III. Design Daily Flow Review pursuant to Rule .1949.
 - a. Receive application.
 - b. File request for review for a proposal submitted based on Rule .1949 and convey it to State with Regulatory Submittal.
 - c. Assist State with processes outlined in Part 1A, Section II.A of the State Report.
- IV. Design plans and specifications pursuant to Rule .1948(d); (unsuitable lot classifications).
 - a. Receive application.
 - b. File Request for review for a proposal submitted based on Rule .1948(d) and convey to State with Regulatory Submittal.
 - c. Assist State with processed outlined in Part 1A, Section I.C for the State Report.
- V. Design plans for Flow Reduction utilizing low fixtures or low-flow technologies pursuant to Session Law 2013-413 or 2014-120; also other Regulatory Submittals for which review is desired.
 - a. Receive application.
 - b. File Request for review for a proposal submitted based on S.L.2013-413 or 2014-120 and convey to the State (or other applicable law or rule).
 - c. Assist State with processes outlined in Part 1A, Section II.C of the State Report.

Part 1B: Food Protection and Facilities: Standardize Certain Regulatory Review Procedures

Background: Northampton County Environmental Health receives requests for general Food and Lodging Plan reviews as related to new and expanded facilities.

- I. Plan Review of Chain/Franchised Food and Lodging Facilities
 - a. Upon notification of intent to construct or modify a chain or franchised establishment, applicant is referred to State Food and Lodging Plan Review Staff for review.
 - b. County staff will assist State staff as requested or required.
- II. Plan Review of Non-Chain/Franchised Food and Lodging Facilities.
 - a. Most such plan reviews are handled by local staff; however, if there are specific questions, variances, or other such exceptions, plans may be referred to State for review or assistance.
 - b. County staff will assist State staff as requested or required.

Part 2A: On-site Water Protection Informal Internal Review Processes and Procedures to develop and maintain a List of Review Engineers.

- I. If a Submitting Party requests an Informal Internal Review of an engineered design, the request will be forwarded to the State in accordance with Part 2A, Section III of the State Report.
- II. A List of P.E.'s available for Informal Internal Reviews will be developed in accordance with Part 2A Section IV of the State Report.

Part 2B: Food Protection and Facilities Informal Internal Review Process and Procedures to develop and maintain a List of Review Engineers.

- I. If a submitting party requests an Informal Internal Review of an engineered design, the request will be forwarded to the State in accordance with the Part 2B, Section II of the State Report.

Part 3A: On-site Water Protection Review of Working Job Titles.

- I. Provide a simple description of how you researched working job titles of every local On-site Water Protection Employee on staff with job duties that include review of Regulatory Submittals here.
 - a. Northampton County Environmental Health has only 2 REHS on staff. Neither is an engineer, and neither job description includes such designation.

Part 3B: Food Protection and Facilities Review of Working Job Titles.

- I. Provide a simple description of how you researched working job titles of every local Food Protection and Facilities employee on staff with job duties that include review of Regulatory Submittals here.
 - a. Northampton County Environmental Health has only 2 REHS on staff. Neither is an engineer, and neither job description includes such designation.

Frequency of Reference to the Informal Review Process

For the year 2015, the Informal Review Process was not used in Northampton County. However, there were at least two instances of Formal State Reviews, both of which resulted in reduction of Design Flow through various Flow Reduction Technologies, and, in one case, documentation that the subject facility did not have flows to the level indicated in the State Wastewater Rules.